



Guidance for Developing Counseling/Psychological Services Plans

► The description of services must indicate:

Amount	Duration	Frequency	Location	Educational Needs	Specific Support/Assistance
<ul style="list-style-type: none">How many times within the specified frequency time frame will the service be provided?Examples:<ul style="list-style-type: none">One timeTwo times	<ul style="list-style-type: none">When will the service begin and end (beginning and ending dates)?How long will each session be?Examples:<ul style="list-style-type: none">20 minutes30 minutes	<ul style="list-style-type: none">How often will the service be provided?If a service is provided less than daily then the conditions for the provision of the services must be clearly specified using a weekly referenceExamples:<ul style="list-style-type: none">per weekper two weeks	<ul style="list-style-type: none">Where will the service be provided?Examples:<ul style="list-style-type: none">general education classroomspecial education resource roomspecial education officecounselor’s roomplaygroundcafeteria	<ul style="list-style-type: none">State how the service helps the student benefit from special educationExamples:<ul style="list-style-type: none">Learn anger management skills to respond to frustrating situations more appropriatelyLearn anxiety management skills to cope with stressful situations more effectivelyLearn problem solving and communication skills to establish satisfactory relationships with peers and teachersLearn strategies to control impulsive behaviors to stay focused in class	<ul style="list-style-type: none">State with absolute specificity in the amount, frequency, duration, and location of the service when the service is described in multiple sessionsState the specific weeks the service will and will not be deliveredState the targeted skills to be taught during direct service sessionsState the planned activities during the weeks when direct services are not deliveredIt is preferred that amount, frequency, and duration are stated in the lowest possible increment (i.e., 1-30 minute session per 3 weeks is the lower increment of 2-30 minute sessions per 6 weeks).Examples:<ul style="list-style-type: none"><u>Counseling</u>: 1-30 minutes sessions per 2 weeks to be provided in the 1st, 3rd, and 5th weeks of the 6 week time frame to teach student anger management skills to respond appropriately to frustrating situations. No service will be provided for the remaining 3 weeks to monitor stabilization of skills and offer makeup session or crisis intervention service if needed.<u>Psychological Services</u>: 1-20 minutes sessions per 3 weeks to be provided in the 1st, 4th, and 7th weeks to identify strategies to facilitate the student’s progress on the specified IEP objectives, train classroom personnel on the implementation of the strategies, and develop data collection system to monitor effectiveness. No service will be provided for the remainder of the 9 weeks. The IEP objectives will continue to be addressed by the classroom personnel when the service is not being provided.